



KENTCHURCH PARISH COUNCIL

Minutes of the Ordinary Meeting of Kentchurch Parish Council held in The G. V. Community Café Pontrilas on Wednesday 19th November 2025

No KPC/MW/117

Present

Councillor Mr K John Chance Chairman
Councillor Mrs Jennifer Evans Vice - Chairman
Councillor Mr Trefor Edwards
Councillor Mrs Karen Manifold
Councillor Mr Ryan Smith

Clerk Mr M Walker

Also Present

Golden Valley South Ward Councillor Mr Matthew Engel, Hayley Warne Police Community Support Officer Hereford City Southside and Rural, Mr Jamie Probert Lengthsman and one further member of the public

Meeting declared open at 6.30pm

1.0 Apologies

No apologies were received as all Parish Councillors were present
BBLP Locality Steward Mrs Lara Edwards not present

2.0 Declarations of Interest and Dispensations

2.1 No declarations were made with regard to any items on the agenda
2.2 No written dispensations were received

3.0 Minutes

The Minutes of the Ordinary Meeting of the Parish Council No KPC/MW/116 held on Wednesday 17th September 2025 were confirmed as a true record and signed by the Chairman

The Parish Council resolved to change the correct order of business at this time to Item 5.1 and 5.3

5.1 Ward Report from Ward Councillor Mr Matthew Engel
Houses flooded
List of flooded properties and areas to be sent to Matthew

5.3 Police Update

Your Safer Neighbourhood Team (SNT) is a group of local police officers and staff dedicated to serving your community. The team is made up of police officers, special constables, police community support officers and volunteers, supported by additional officers and staff from the wider area.

We work closely with local authorities, community leaders and residents to decide our policing priorities for your area. This helps us to find useful, long-term solutions to local problems, while maintaining our wider focus on preventing and reducing crime, protecting the vulnerable and providing reassurance across Herefordshire, Shropshire, Telford and Wrekin and Worcestershire.

Hayley reported on the following:-

2 x arrests made reference theft at Kentchurch Church
Driver of a vehicle stopped for a mobile phone offence
Police Constable Jack Davies investigating poaching in the parish, signage erected

The Parish Council resumed the correct order of business at this time to Item 4.0



4.0 Financial Report

4.1 Receipts

17 th September 2025 Herefordshire Council BACS Remittance Advice	£4,625.00
Reference 40119812 Part 2 Precept 2025/2026	
26 th September 2025 Herefordshire Council BACS Remittance Advice	£234.00
Kent JMP1035 Reference 4238670	
26 th September 2025 Herefordshire Council BACS Remittance Advice	£185.00
Kent JMP1036 Reference 4238673	Total £419.00
24 th October 2025 Herefordshire Council Purchase Order 11234522	£8,890.50
Grants {not yet received}	

4.2 Invoices for Payment

HMR&C 2 nd 1/4 Payment July August September	£453.90
(paid 30 th September 2025)	
Cheque Number 101246	
Clerk's Salary October 2025 Gross	£577.20
Mileage	£17.19
Postage	£5.03
Tax £115.40 NIC £0.00	
Nett Pay £484.02	
Cheque 101249	
**Parish Council Contribution NIC	£24.03
C A R E Herefordshire CIC	£20.00
Meeting Room Hire KPC 11/19/2025	
Cheque 101250	
Clerk's Salary November 2025 Gross	£577.20
Postage	£0.87 pence
Tax £115.40 NIC £0.00	
Nett Pay £462.67	

Cheque 101251	
**Parish Council Contribution NIC	£24.03
J M Probert Lengthsman JMP1056	£378.00
03/09/2025 Maintenance day - clearing gully's and grips around the parish	£230.00
18/10/2025 Vegetation control through Pontrilas	£30.00
24/10/2025 Trim back overhanging branches, strim and blow off footpath	
at A465 junction	£30.00
Spray	£25.00

*Joint Cheque Number 101252	
J M Probert Lengthsman JMP1057	£249.60
07/09/2025 4 bins in the Parish	£26.00
14/09/2025 4 bins in the Parish	£26.00
21/09/2025 4 bins in the Parish	£26.00
28/09/2025 4 bins in the parish	£26.00
05/10/2025 4 bins in the parish	£26.00
12/10/2025 4 bins in the parish	£26.00
19/10/2025 4 bins in the Parish	£26.00
26/10/2025 4 bins in the Parish	£26.00

*Joint Cheque Number 101252	
HMR&C 3 rd 1/4 Payment October November December	£
(paid 31 st December 2025)	

Cheque Number 101253	
24 th September 2025 Information Commissioners Office (ICO) DD £47.00	

All payments were **unanimously** approved

4.3 Bank Balances as per Barclays Internet Printed Bank Statements

Community Account	@ 1 st October 2025	£13,774.92
Community Account	@ 3 rd November 2025	£7,312.25

Business Premium Account	@ 1 st October 2025	£4,952.46
Business Premium Account	@ 3 rd November 2025	£10,952.46

3rd October 2025 08.30.10 GMT Transferred £6,000.00 to Business Premium Account

Proposed by Councillor Mr Trefor Edwards and Seconded by Councillor Mr K John Chance

Bank reconciliations signed for both bank accounts

4.4 To consider for approval Draft Budget 2026-2027

The 2026-2027 Draft Budget was considered and the Parish Council unanimously approved an precept increase of £2,000.00 to £11,250.00

Proposed by Councillor Mr Ryan Smith and Seconded by Councillor Mrs Karen Manifold

4.5 To set Parish Precept for 2026 - 2027

The Parish Council unanimously resolved to set the precept for the fiscal year 2026-2027 at £11,250.00

Proposed by Councillor Mr K John Chance Chairman and Seconded by Councillor Mr Trefor Edwards

4.6 Update Bank Mandate – remove Mrs Heather Adams and Mr John Pring

add Councillor Mrs Jennifer Evans Vice – Chairman
Progressing

5.0 Reports if available from:-

5.1 Ward Report from Ward Councillor Mr Matthew Engel

See after Item 3.0

5.2 Memorial Hall Delegate Report

Flooding in the Car Park and Hall – now mostly cleared and cleaned with the Lounge area opening Thursday 20th November

5.3 Police Update

See after Item 3.0

6.0 Public Question Time

Designated maximum period of 10 minutes to accommodate members of the public who may wish to either raise issues or ask the Parish Council questions

No matters raised

7.0 Highways and Footpaths

7.1 To receive new information on any Parish Highway including Public Footpath Issues etc.

Site meeting with Mr Jamie Probert Lengthsman and BBLP Locality Steward Mrs Lara Edwards

Kentchurch visit

Gullies

Headwall Garway

Bannut Tree Lane – photographs to Chris

Clerk to write reference B4347 area where the car went into the river

Clerk to write to Flooding Department reference recent floods in Kentchurch

Councillors to identify and Clerk to collate areas of flooding and risk in the parish

Public House The Bridge Inn was the worst

Gate House Kentchurch – Road closed

Council Houses numbers 1, 2, 3

Lower Lodge

Bungalow number 3, Heliston Place

7.2 Agree future work for the Lengthsman

Lengthsman to liaise with Councillor Mr K John Chance Gullies, Grips etc.

7.3 Update on Parish Drainage Grant work

Mr Jamie Probert Lengthsman to quote - various issues require attention

Ditching works submitted to Herefordshire Council

8.0 K6 Kiosk at Kentchurch

To discuss further action required

Clerk to contact BT to ascertain if the Kiosk can be moved to another location No reply as yet

9.0 Information Sheet

Sheet to include update on previous action points and a list of correspondence received

Planning Applications Update

Planning Consultation 251324 Land adj 1 Railway Terrace Pontrilas Hereford HR2 0BH

Type Planning Permission

Proposed new dwelling (Mostly retrospective)

Planning Application Granted 2nd October 2025

Planning Consultation 251052 Castle Farm Barns Kentchurch Hereford HR2 0BN

Type Planning Permission

Proposed demolition of most of the existing agricultural buildings followed by the erection of three new detached dwellings along with the conversion/adaptation of a retained agricultural building to create a fourth dwelling

Planning Application Still Valid

Correspondence

Email 29th July 2025 16.49 Subject Carriageway Pothole

Description – Bank slipped from under the road can you please attend

Llanithog Road

Location – I have had a slip reported on the Bannut Tree lane going from Kentchurch past Bannut Tree Farm on the left hand side pictures enclosed could you please attend

What 3 words /// encourage.slurs.even

Balfour Beatty Ref 11188990 FS-CASE-735195198

Email 9th October 2025 14.44 Subject Carriageway Pothole

Description Bannut Tree Lane has been closed to allow for a land slip to be attended to.

Also some new drainage system had been installed. However the location of the new gullie is such that the road has to flood before the water can reach the new drain?

Please see attached pictures. The Parish Council ask why this has been install in this way

Llanithog Road From C1234 To C1239

Location: Bannut Tree Lane Kentchurch

Herefordshire Council Ref: FS-CASE-755873343

Balfour Beatty Ref: 11192136

4th November 2025 16.05

Good Morning Malcolm, Apologies for not replying to your email

Unfortunately we have not managed to progress this any further at this stage

Kind regards Chris Meanwell MAPM Project Team Leader Balfour Beatty Living Places Services Division

10.0 Matters Relayed to the Clerk for Agenda of the Next Meeting

11.0 Confirmation of Date, Time and Venue of the Next Meeting

Next Meeting Wednesday 21st January 2026 6.30pm

Meeting declared closed 8.00pm

Signed.....

Councillor Mr K John Chance Parish Council Chairman

2025-606

Dated this day the 21st January 2026